

UNCLASSIFIED

PAGE 01 STATE 213982 240327Z  
ORIGIN AID-00

-----  
ACTION OFFICE(S): !DCHAOFDA  
INFO OFFICE(S): ACD ADELCASTILLO AMENGHETTI ANESPOTS  
ARALTE BKRAHAM CABLA DCHA1 DCHAAA DCHACMM  
DCHADG DCHAFFP DCHAPPM DCHAPPMAMS DCHAPVC  
DSKORIC EGATESP EGATPAICO EGATPDAM  
EGATPR EGATWID GC1 GCDCHA GHPOP IGHLC  
JCANAHUATI JHASSE JMARION KALMQUIST  
LBARBOUR MANI2 MCC MMERTENS MPI OAAE  
OAAOD PEBALAKRISHNAN RMTSOUTHASIA\_CABLE  
SECPSP THOMPSON  
-----

INFO LOG-00 DODE-00 UTED-00 TEDE-00 SSO-00 SAS-00 /000R

213982  
SOURCE: DISKETTE.044448  
DRAFTED BY: USAID/DCHA/OFDA:FSHANKS:FS:GUIDANCE O6 -- 11/23/2005 202-6  
APPROVED BY: USAID/DCHA/OFDA:GGOTTLIEB  
S/ES-O:ATSMITH DOD/OSD/SO:THARVEY  
USAID/DCHA/DAA:WGARVELINK USAID/DCHA/GC:GWINTER  
USAID/DCHA/OFDA:GGOTTLIEB USAID/DCHA/PPM:JBRAUSE  
USAID/USAID/DCHA/AA:MHESS DCHA/OFDA:CCHAN  
STATE/M/R:PTRUHN STATE/M/P:MCOFFEY  
-----63829C 240328Z /40

P 240251Z NOV 05  
FM SECSTATE WASHDC  
TO ALL DIPLOMATIC AND CONSULAR POSTS COLLECTIVE PRIORITY  
CIS COLLECTIVE PRIORITY  
INFO USMISSION GENEVA PRIORITY  
USMISSION USUN NEW YORK PRIORITY  
NSC WASHINGTON DC 0000  
JOINT STAFF WASHINGTON DC//J3/J4/J5//

UNCLAS STATE 213982

ADM AID  
PASS TO USAID/DIRECTORS/REPS, AMEMBASSY DCMS  
PASS TO MISSION DISASTER RELIEF OFFICERS  
NSC FOR JMELINE, GENEVA FOR NKYLOH  
ROME FOR FODAG, NEW YORK FOR TMALEY  
E.O. 12958: N/A  
TAGS:  
SUBJECT: USAID/DCHA OFFICE OF U.S. FOREIGN DISASTER  
ASSISTANCE'S GUIDANCE FOR DISASTER PLANNING AND RESPONSE- FY 2006

REF: ADS 251

1. SUMMARY: THIS CABLE PROVIDES GUIDANCE TO ALL POSTS  
CONCERNING SUPPORT FROM USAID/DCHA'S OFFICE OF U.S. FOREIGN  
DISASTER ASSISTANCE (USAID/OFDA) BEFORE, DURING, AND AFTER THE  
OCCURRENCE OF NATURAL AND MAN-MADE DISASTERS ABROAD IN FISCAL

YEAR (FY) 2006. USAID/OFDA'S MISSION, CAPABILITIES, AND SUPPORT CAPACITIES IN COORDINATING AND MANAGING U.S. GOVERNMENT (USG) ASSISTANCE IN RESPONSE TO DISASTERS ARE ALSO OUTLINED. PROCEDURES HIGHLIGHT THE NEED FOR BOTH CONTINUOUS USAID/OFDA AND USAID MISSION COLLABORATION IN THE PLANNING PROCESS FOR DISASTERS AS WELL AS REGULAR AND SUSTAINED COMMUNICATION BETWEEN MISSION DISASTER RELIEF OFFICERS (MDROS) AND USAID/OFDA REGIONAL ADVISORS AND COORDINATORS TO ENSURE TIMELY, APPROPRIATE, AND EFFECTIVE USG EMERGENCY ASSISTANCE. THE GUIDANCE PROVIDED IN THIS CABLE SHOULD BE USED IN CONJUNCTION WITH AUTOMATED DIRECTIVES SYSTEM (ADS) 251 ON INTERNATIONAL DISASTER ASSISTANCE (SEE REFTEL). POSTS ARE ENCOURAGED TO CONTACT USAID/OFDA REGIONAL ADVISORS AND COORDINATORS FOR ADDITIONAL INFORMATION, GUIDANCE, AND CLARIFICATIONS. THIS CABLE HAS ALSO BEEN CLEARED BY STATE M/P AND M/R. END SUMMARY.

2. USAID/OFDA, WITHIN THE BUREAU FOR DEMOCRACY, CONFLICT, AND HUMANITARIAN ASSISTANCE (DCHA), IS RESPONSIBLE FOR PROVIDING INTERNATIONAL DISASTER ASSISTANCE AND COORDINATING THE USG RESPONSE TO DECLARED DISASTERS IN FOREIGN COUNTRIES. USAID/OFDA'S MISSION IS TO MINIMIZE AND, WHERE POSSIBLE, PREVENT LOSS OF LIFE, ALLEVIATE HUMAN SUFFERING, AND REDUCE DAMAGE TO ECONOMIC ASSETS IN DISASTER-AFFECTED COUNTRIES. THROUGH SUPPORT FOR PROGRAMS IN DISASTER MITIGATION, PREPAREDNESS, AND TRAINING, USAID/OFDA SEEKS TO ADDRESS THE UNDERLYING HAZARDS AND VULNERABILITIES THAT CREATE DISASTER RISKS AND EXACERBATE IMPACTS. (NOTE: USAID/OFDA'S RESPONSIBILITY AND AUTHORITY IS SPECIFIED IN THE FOREIGN ASSISTANCE ACT OF 1961, AS AMENDED, SECTIONS 491-493. END NOTE.)

-----  
DESIGNATION AND ROLE OF AN MDRO  
-----

3. THE MISSION DISASTER RELIEF OFFICER (MDRO) IS THE FOCAL POINT AT POST FOR DISASTER-RELATED ACTIVITIES AND INFORMATION AND IS A REGULAR MEMBER OF THE POST'S EMERGENCY ACTION COMMITTEE (EAC). THE MDRO IS RESPONSIBLE FOR PREPARING AND MAINTAINING THE MISSION DISASTER RELIEF PLAN (MDRP) AND ENSURING THAT POST PERSONNEL ARE FAMILIAR WITH THE CONTENTS; CONTINUALLY LIAISING WITH USAID/OFDA REGIONAL ADVISORS TO ENSURE THE FREE FLO OF INFORMATION RELATED TO EVOLVING DISASTER SITUATIONS; LIAISING WITH HOST NATION GOVERNMENT DISASTER AUTHORITIES; AND ACTING AS THE POST'S COORDINATOR OF USG DISASTER RELIEF OPERATIONS IN-COUNTRY. POSTS SHOULD ENSURE THAT INFORMATION REGARDING MDROS AND ALTERNATE DESIGNATIONS IS CURRENT AND UPDATED AS REQUIRED BY CABLE TO USAID/OFDA IN WASHINGTON AND APPROPRIATE USAID/OFDA REGIONAL OFFICES, TO INCLUDE TITLES, CONTACT NUMBERS (WORK, HOME, MOBILE, AND FAX), E-MAIL ADDRESSES, AND TOUR END DATES. THIS MDRO AND ALTERNATE INFORMATION IS CRITICAL FOR MAINTAINING EFFECTIVE CONTACT WHEN A DISASTER SITUATION OCCURS.

4. AS PART OF DISASTER PLANNING, THE MDRO SHOULD BE FAMILIAR WITH HOST COUNTRY RESOURCES AND DISASTER RESPONSE CAPACITIES INCLUDING THE FOLLOWING: 1) HOST GOVERNMENT ORGANIZATIONS AND KEY MINISTRIES AND OFFICIALS RESPONSIBLE FOR DISASTER RESPONSE

MANAGEMENT; 2) NON-GOVERNMENTAL ORGANIZATIONS (NGOS), U.N. AGENCIES, AND INTERNATIONAL ORGANIZATIONS (IOS) WORKING IN THE HOST COUNTRY; 3) SOURCES FOR AVAILABLE SERVICES AND SUPPLIES FOR LOCAL PROCUREMENT OF EMERGENCY RELIEF COMMODITIES, SERVICES, AND TRANSPORT; 4) INTERNATIONAL DONOR AND EMBASSY REPRESENTATIVES AS WELL AS LIKELY MECHANISMS FOR COORDINATION; 5) COUNTRY TEAM TECHNICAL EXPERTISE; AND 6) RESOURCES AND INTERAGENCY LIAISON PROCEDURES, INCLUDING DEPARTMENT OF DEFENSE (DOD) REPRESENTATIVES. IN ADDITION, THE MDRO SHOULD HAVE CLEAR AUTHORIZATION FOR EXPLICIT LINES OF AUTHORITY AND RESPONSIBILITY FOR MISSION MONITORING, COORDINATING, AND REPORTING ON POTENTIAL AND ACTUAL DISASTER SITUATIONS AS WELL AS MANAGING THE USG RESPONSE.

---

#### DEVELOPING A MISSION DISASTER RELIEF PLAN (MDRP)

---

5. THE MDRP IS POST'S FIRST STEP IN DISASTER PREPAREDNESS AND SERVES AS A REFERENCE DURING DISASTER EMERGENCIES. THE MDRP DELINEATES ROLES AND RESPONSIBILITIES FOR POST PERSONNEL AND THE MDRO, CLARIFIES AUTHORITY AND LINES OF COMMUNICATION, ASSESSES HOST NATION VULNERABILITY TO DISASTERS, AND SETS FORTH GUIDELINES FOR THE CONDUCT OF EMERGENCY AND DISASTER OPERATIONS, INCLUDING THE PROVISION OF USG RELIEF ASSISTANCE. THE LEVEL OF A COUNTRY'S VULNERABILITY TO DISASTERS DETERMINES THE AMOUNT OF DETAIL REQUIRED IN THE MDRP. USAID/OFDA CAN PROVIDE TECHNICAL ASSISTANCE OR STAFF TO AID IN THE DEVELOPMENT OR REVISION OF AN MDRP. THE MDRP IS A COMPONENT OF THE EMBASSY'S EMERGENCY ACTION PLAN (EAP) AND SHOULD BE FILED WITH IT TO ENSURE READY ACCESS AND REGULAR REVIEW AND ACCURACY.

---

#### WHEN A DISASTER OCCURS

---

6. FIRST STEPS: THE MDRO SHOULD UNDERTAKE SEVERAL ACTIONS WHEN A DISASTER OCCURS. FIRST, THE MDRO NEEDS TO VERIFY THE SCOPE AND MAGNITUDE OF THE EVENT AND THE HUMANITARIAN CONSEQUENCES THROUGH ESTABLISHED INFORMATION CONTACTS AND NETWORKS, INCLUDING HOST GOVERNMENT OFFICIALS, NGOS, U.N. AND IO REPRESENTATIVES, RED CROSS AND RED CRESCENT SOCIETIES, OTHER EMBASSIES, AND DONORS. THE MDRO SHOULD IMMEDIATELY NOTIFY THE CHIEF OF MISSION (COM), WHO WILL APPROVE THE DISASTER DECLARATION CABLE (SEE PARA 7). IN SOME CASES, DEPENDING ON THE NATURE OF THE DISASTER, THE POST'S EMERGENCY ACTION COMMITTEE (EAC) WILL BE CONVENED. THE MDRO'S INITIAL POINT OF CONTACT FOR RESPONSE OPTIONS SHOULD BE USAID/OFDA'S REGIONAL ADVISOR(S) IN THE AFFECTED REGION TO ENSURE EFFECTIVE COMMUNICATION FLOW AND COORDINATION (CONTACT INFORMATION IN PARA 20).

7. ISSUING A DISASTER ALERT CABLE: IF IT APPEARS LIKELY THAT USG ASSISTANCE IS NECESSARY AND APPROPRIATE, THE MDRO SHOULD DRAFT A DISASTER ALERT CABLE TO USAID/OFDA, TIME PERMITTING, PROVIDING BACKGROUND AND CURRENT SITUATION INFORMATION REGARDING THE DISASTER EVENT AND POST'S ANTICIPATED COURSE OF ACTION. THIS

CABLE SHOULD BE SENT EVEN IF POST HAS NO IMMEDIATE PLANS TO REQUEST DISASTER ASSISTANCE FROM USAID/OFDA (SEE PAR 8). THE ADDRESSEE ON THE CAPTION LINE OF ALL FIELD CABLES MUST BE "DCHA/OFDA", FOR INTERNAL USAID ROUTING PURPOSES, AND INFORMATION PROVIDED IN DISASTER ALERT CABLES SHOULD BE UNCLASSIFIED.

8. ISSUING A DISASTER DECLARATION CABLE: WHILE A DISASTER ALERT CABLE IS NOT REQUIRED (THOUGH STRONGLY ENCOURAGED), A DISASTER DECLARATION CABLE IS NECESSARY FOR USAID/OFDA TO PROVIDE HUMANITARIAN ASSISTANCE. IN THE EVENT OF A RAPID ONSET DISASTER THAT DOES NOT ALLOW SUFFICIENT TIME FOR BOTH A DISASTER ALERT AND DISASTER DECLARATION CABLE, ONLY A DISASTER DECLARATION CABLE IS NEEDED. TO REQUEST ASSISTANCE FROM USAID/OFDA IN THE DISASTER DECLARATION CABLE, THE U.S. AMBASSADOR OR CHARGE D'AFFAIRES (CHARGE) MUST DETERMINE THAT THE DISASTER SATISFIES THE FOLLOWING CRITERIA: 1) THE DISASTER IS OF SUCH MAGNITUDE THAT IT IS BEYOND THE HOST COUNTRY'S ABILITY TO RESPOND ADEQUATELY; 2) THE HOST COUNTRY DESIRES OR WILL ACCEPT USG ASSISTANCE; AND 3) IT IS IN THE INTEREST OF THE USG TO PROVIDE ASSISTANCE. THIS DETERMINATION SHOULD BE MADE IN CONSULTATION WITH USAID/OFDA REGIONAL ADVISORS. FOR COUNTRIES WITHOUT AN OFFICIAL U.S. DIPLOMATIC PRESENCE, THE ASSISTANT SECRETARY OF STATE FOR THE APPROPRIATE REGION MAY DECLARE A DISASTER VIA A MEMORANDUM FROM THE STATE DEPARTMENT TO USAID/OFDA. IMPORTANT: WHEN ISSUING THE DISASTER DECLARATION CABLE, POSTS SHOULD ALSO EMAIL AND/OR FAX A COPY OF THE CABLE TO USAID/OFDA IN WASHINGTON TO ENSURE THAT THE CABLE IS RECEIVED.

9. INFORMATION TO INCLUDE IN THE DISASTER DECLARATION CABLE: THE CABLE FROM POST REQUESTING USAID/OFDA'S ASSISTANCE NEEDS TO DESCRIBE THE DISASTER EVENT AND TO PROVIDE THE FOLLOWING INFORMATION: 1) THE EXTENT TO WHICH THE HOST COUNTRY NEEDS ASSISTANCE TO RESPOND ADEQUATELY TO THE DISASTER; 2) WHETHER THE HOST GOVERNMENT HAS REQUESTED OR WILL ACCEPT USG ASSISTANCE; AND 3) THE INTENDED USE OF REQUESTED RESOURCES, INCLUDING RECOMMENDED ORGANIZATION(S) THROUGH WHICH FUNDS WILL BE CHanneled. OTHER REQUESTED INFORMATION INCLUDES ESTIMATED NUMBERS OF PEOPLE KILLED, INJURED, AFFECTED, AND DISPLACED/HOMELESS; IMMEDIATE HUMANITARIAN NEEDS; DISASTER BACKGROUND INFORMATION SUCH AS GEOGRAPHIC LOCATION, DAMAGE TO INFRASTRUCTURE, CROPS, AND LIVESTOCK; OTHER DONOR EFFORTS/CONTRIBUTIONS; AND ADDITIONAL INFORMATION FROM AVAILABLE ASSESSMENT REPORTS AS APPROPRIATE.

10. DISASTER ASSISTANCE REQUEST: THE U.S. AMBASSADOR OR CHARGE CAN REQUEST UP TO USD 50,000 FOR IMMEDIATE DISASTER RELIEF FROM USAID/OFDA. THE DISASTER DECLARATION CABLE MUST PROVIDE A CLEAR DESCRIPTION OF THE INTENDED USE AND PROSPECTIVE RECIPIENTS OF THE RESPONSE FUNDS. POST SHOULD AWARD FUNDS WITHIN 24 HOURS, BUT NOT LATER THAN 72 HOURS, AFTER RECEIPT OF THE USAID/OFDA RESPONSE CABLE. USAID/OFDA'S REGIONAL AND/OR WASHINGTON OFFICE WILL COORDINATE WITH THE MDRO TO ASSIST IN THE DETERMINATION OF APPROPRIATE RESPONSE OPTIONS. USAID/OFDA FUNDS ARE TO BE USED FOR IMMEDIATE DISASTER RELIEF OR REHABILITATION, NOT FOR LONG-TERM RECONSTRUCTION. RELIEF ASSISTANCE IS PROVIDED TO SAVE LIVES, REDUCE HUMAN SUFFERING, AND ALLEVIATE THE ECONOMIC IMPACT

OF DISASTERS, AND SHOULD BE DESIGNATED FOR EXISTING HUMANITARIAN RELIEF IMPLEMENTING ORGANIZATIONS RATHER THAN FOR HOST NATION GOVERNMENT MINISTRIES. DISASTER REHABILITATION INCLUDES INTERMEDIATE-TERM ACTIVITIES TO ASSIST DISASTER-STRICKEN POPULATIONS IN THEIR EFFORTS TO RETURN TO SELF-SUFFICIENCY. USAID/OFDA WILL CONSIDER THE RELIEF PHASE COMPLETED WITHIN 60 DAYS AFTER THE ONSET OF A SUDDEN DISASTER EVENT, UNLESS POST REQUESTS AND USAID/OFDA APPROVES A CONTINUATION OF THE INITIAL RESPONSE PERIOD. HOWEVER, USAID/OFDA ASSISTANCE MAY BE PROVIDED FOR AS LONG AS THE DISASTER REQUIRES EMERGENCY HUMANITARIAN ASSISTANCE. RELIEF ASSISTANCE FOR ONGOING DISASTERS SUCH AS DROUGHT AND CIVIL STRIFE REQUIRES A REDECLARATION CABLE AT THE BEGINNING OF EACH NEW USG FISCAL YEAR (OCTOBER 1). POST NEEDS TO CONSIDER WHETHER A RENEWAL OF A DISASTER DECLARATION IN A NEW FISCAL YEAR IS REQUIRED.

11. THE MDRO SHOULD NOTIFY THE CHIEF OF THE CONSULAR SECTION AS SOON AS POSSIBLE AFTER A DISASTER OCCURS, SINCE THE CONSULAR SECTION IS RESPONSIBLE FOR ASCERTAINING THE WELFARE OF AMERICAN CITIZENS WHO MAY BE AFFECTED BY THE DISASTER, AND IN WARNING AMERICANS NOT TO TRAVEL TO THE DISASTER ZONE. THE MDRO SHOULD NOTIFY THE CONSULAR SECTION OF ANY AMERICAN CASUALTIES KNOWN TO HAVE RESULTED FROM THE DISASTER AND SHOULD ADVISE AMERICANS ENCOUNTERED IN THE DISASTER AREA TO CONTACT THE CONSULAR SECTION, WHICH FREQUENTLY RECEIVES "WELFARE AND WHEREABOUTS" QUERIES FROM CONCERNED FAMILY MEMBERS AFTER A DISASTER HAS OCCURRED.

12. OTHER SIGNIFICANT ACTIONS BY THE MDRO: IN ADDITION TO THE ABOVE ACTIONS, THE MDRO SHOULD START A LOG OF SIGNIFICANT EVENTS AND PROVIDE REGULAR, NUMBERED SITUATION REPORT CABLES TO USAID/OFDA THAT UPDATE AND EXPAND ON THE INITIAL DISASTER DECLARATION CABLE. THE MDRO SHOULD MAINTAIN REGULAR CONTACT WITH RELEVANT ORGANIZATIONS, INCLUDING HOST GOVERNMENT OFFICIALS, USAID/OFDA REGIONAL ADVISORS, DOD OFFICIALS, NGOS, IOS, U.N. AGENCIES, AND OTHER DONORS; ASSEMBLE THE EAC, IF NECESSARY; GATHER PRELIMINARY ASSESSMENTS OF FUNDING, COMMODITY, AND OTHER OPERATIONAL REQUIREMENTS, INCLUDING LOGISTICS AND TRANSPORT; AND IDENTIFY POTENTIAL RELIEF CHANNELS.

13. AFTER THE DISASTER RESPONSE: USAID/OFDA REQUESTS FROM THE MDRO A FINAL REPORTING CABLE SUMMARIZING THE DISASTER EVENT, PEOPLE AND SECTORS AFFECTED, AND ASSISTANCE PROVIDED. THE MDRO SHOULD ALSO ORGANIZE AN AFTER ACTION REVIEW WITH POST AND OTHER USG OFFICIALS UPON COMPLETION OF THE RELIEF EFFORT. USAID OFFICIALS MAY BE ASKED TO PARTICIPATE IN A USAID/OFDA AFTER ACTION REVIEW.

-----  
HOW USAID/OFDA MAY ASSIST THE MDRO  
-----

14. CAPABILITIES: IN ADDITION TO RELEASING UP TO USD 50,000 OF DISASTER ASSISTANCE FUNDS, USAID/OFDA HAS SEVERAL OTHER CAPACITIES FOR PROVIDING DISASTER ASSISTANCE INCLUDING THE DEPLOYMENT OF USAID/OFDA REGIONAL ADVISORS, AN ASSESSMENT TEAM,

OR A DISASTER ASSISTANCE RESPONSE TEAM (DART); PROVISION OF RELIEF COMMODITIES FROM USAID/OFDA STOCKPILES; AND ADDITIONAL DISASTER FUNDING OF NGO, IO, AND U.N. EMERGENCY ASSISTANCE PROPOSALS OR APPEALS. THE DECISION TO USE THESE ADDITIONAL CAPACITIES IS BASED ON THE MAGNITUDE OF THE DISASTER AND THE HOST COUNTRY'S OWN RESPONSE CAPACITIES. THESE ADDITIONAL CAPABILITIES ARE DESCRIBED BELOW:

A. REGIONAL ADVISORS: IN ADDITION TO THE PRE-DISASTER GUIDANCE THAT THEY CAN PROVIDE, USAID/OFDA REGIONAL ADVISORS ALSO ASSIST IN DONOR COORDINATION AND LIAISON, ASSESSMENTS, MONITORING AND REPORTING, LOGISTICS FOR RELIEF COMMODITIES, COMMUNICATIONS WITH USAID/OFDA/WASHINGTON, AND OTHER ASPECTS OF POST'S RELIEF EFFORT. (NOTE: A DISASTER DECLARATION IS NOT REQUIRED FOR THE DEPLOYMENT OF REGIONAL ADVISORS. END NOTE.)

B. ASSESSMENT TEAMS: THE ASSESSMENT TEAM PROVIDES USAID/OFDA IN WASHINGTON AND POST WITH INFORMATION AND RECOMMENDATIONS TO MAKE TIMELY DECISIONS REGARDING THE USG DISASTER RESPONSE. USAID/OFDA'S ASSESSMENT TEAMS ARE TYPICALLY COMPOSED OF SECTOR SPECIALISTS (E.G., EXPERTS IN HEALTH, NUTRITION, AGRICULTURE, WATER AND SANITATION, SHELTER, GEOHAZARDS, LOGISTICS, PROTECTION, AND DISASTER MANAGEMENT), AS WELL AS SUPERVISORY STAFF FAMILIAR WITH USAID/OFDA POLICIES AND PROCEDURES. (NOTE: A DISASTER DECLARATION IS NOT REQUIRED FOR USAID/OFDA TO DEPLOY AN ASSESSMENT TEAM. END NOTE.)

C. DISASTER ASSISTANCE RESPONSE TEAM (DART): USAID/OFDA'S DIRECTOR, WITH THE CONCURRENCE OF THE U.S. AMBASSADOR OR ACTING COM IN THE AFFECTED COUNTRY, MAY DEPLOY A DART, BASED ON THE MAGNITUDE AND SEVERITY OF THE DISASTER. A DART IS A TEAM OF DISASTER SPECIALISTS WHO DEPLOY TO ASSIST A POST OR POSTS IN MANAGING THE USG RESPONSE TO A DISASTER. A DART WILL EXPEDITE USAID/OFDA'S RESPONSE, GATHER INFORMATION AND REPORT ON THE DISASTER SITUATION, ASSESS THE EFFECTIVENESS OF THE OVERALL HUMANITARIAN RESPONSE (INCLUDING USG-FUNDED RELIEF ACTIVITIES), IDENTIFY UNMET HUMANITARIAN NEEDS, ADVISE THE MISSION ON DISASTER ISSUES, AND MANAGE USG FIELD RELIEF ACTIVITIES. THE DART STRUCTURE IS FLEXIBLE IN SIZE AND COMPOSITION BUT NORMALLY PROVIDES CORE FUNCTIONS SUCH AS MANAGEMENT, PLANNING, LOGISTICS, OPERATIONS, AND ADMINISTRATIVE CAPACITIES, AND IN CERTAIN CIRCUMSTANCES, CONTRACTING CAPACITY, IN ADDITION TO SECTOR SPECIALISTS. THE DART PROVIDES INFORMATION AND PROGRAMMING SUPPORT INCLUDING PROVIDING REGULAR REPORTING ON HUMANITARIAN CONDITIONS, LIAISING WITH THE RELIEF COMMUNITY, REVIEWING PROPOSALS, AND RECOMMENDING FUNDING. IF USAID ANTICIPATES THE NEED FOR DEPARTMENT OF DEFENSE (DOD) ASSISTANCE, DART STAFF MAY INCLUDE USAID MILITARY LIAISON OFFICERS WHO CAN COORDINATE WITH DOD COUNTERPARTS TO ASSESS HOW MILITARY CAPABILITIES MIGHT BE EMPLOYED MOST EFFICIENTLY. USAID/OFDA MAY REQUEST POST'S ASSISTANCE, WHEN NECESSARY, IN ARRANGING FOR THE IMPORTATION AND LICENSING OF COMMUNICATIONS AND COMPUTER EQUIPMENT USED BY THE DART (E.G., GLOBAL POSITIONING SYSTEMS, HAND-HELD RADIOS, SATELLITE PHONES, HIGH FREQUENCY RADIOS, LAPTOP COMPUTERS, AND/OR DIGITAL CAMERAS). RADIO FREQUENCIES FOR THE U.S. EMBASSY, NGOS, U.N. AGENCIES, AND LOCAL GOVERNMENT OFFICES MAY ALSO BE REQUESTED

BY DART PERSONNEL. A DART MIGHT ALSO REQUEST ADMINISTRATIVE AND CONSULAR SUPPORT FROM POST.

D. USAID/OFDA RELIEF COMMODITIES: USAID/OFDA MAY PROVIDE DISASTER RELIEF COMMODITIES (E.G., BLANKETS, PLASTIC SHEETING, OR WATER CONTAINERS) FROM USAID/OFDA'S VARIOUS WORLDWIDE STOCKPILES WHEN APPROPRIATE. USAID/OFDA CAN CONTRACT TRANSPORTATION SERVICES VIA SEALIFT OR LAND TRANSPORT. USAID/OFDA MAY ALSO FUND AIR TRANSPORT OF EMERGENCY COMMODITIES WHEN URGENT DELIVERY IS REQUIRED. COMMODITY SHIPMENT REQUESTS MUST IDENTIFY, BY NAME, THE RESPONSIBLE CONSIGNEE AND IN-COUNTRY POINT OF CONTACT, INCLUDING TELEPHONE AND FAX NUMBERS. POST SHOULD ALSO AFFIRM THAT ARRANGEMENTS FOR THE DISTRIBUTION OF COMMODITIES HAVE BEEN SECURED. REQUESTS FOR USAID/OFDA ASSISTANCE SHOULD INDICATE ANY LIMITATIONS ON THE SIZE AND CAPACITY OF THE RECEIVING AIRPORT, SEAPORT, AND/OR WAREHOUSE, INCLUDING THE AVAILABILITY OF DISCHARGE LABOR AND FACILITIES. REQUESTS SHOULD ALSO INDICATE WHETHER DOD AND UNIFORMED SERVICE PERSONNEL ARE AUTHORIZED TO TRAVEL IN-COUNTRY AS USAID/OFDA MAY USE DOD TO ASSIST WITH THE TRANSPORT OF EMERGENCY RELIEF COMMODITIES.

E. NGO/IO/U.N. FUNDING: USAID/OFDA PROVIDES FUNDING TO NGOS AND IOS TO IMPLEMENT EMERGENCY PROGRAM ASSISTANCE FOR DISASTER RESPONSE ACTIVITIES. NGOS DO NOT HAVE TO BE U.S. BASED, [NOR DO THEY HAVE TO BE REGISTERED AS PRIVATE VOLUNTARY ORGANIZATIONS (PVOS) WITH USAID]. USAID/OFDA SOLICITS POST'S KNOWLEDGE AND EXPERIENCE WITH THE NGO COMMUNITY BEFORE REACHING A FUNDING DECISION. THE LOCAL RED CROSS/RED CRESCENT SOCIETIES CAN BE SUPPORTED WITH USAID/OFDA FUNDS THROUGH GRANTS TO THE AMERICAN RED CROSS, THE INTERNATIONAL COMMITTEE OF THE RED CROSS AND RED CRESCENT (ICRC), AND/OR THE INTERNATIONAL FEDERATION OF RED CROSS AND RED CRESCENT SOCIETIES (IFRC).

F. POSTS ARE ENCOURAGED TO REVIEW NGO PROPOSALS AND IO OR U.N. APPEALS AND PROVIDE RECOMMENDATIONS. SPECIFICALLY, POSTS SHOULD REVIEW NGO PROPOSALS TO ENSURE THAT THEY ARE PREPARED ACCORDING TO USAID/OFDA'S GRANT PROPOSALS AND REPORTING GUIDELINES(AVAILABLE AT [HTTP://WWW.USAID.GOV/OUR\\_WORK/HUMANITARIAN\\_ASSISTANCE/DISASTER\\_ASSISTANCE/RESOURCES/PDF/GUIDELINES\\_2004.PDF](http://www.usaid.gov/our_work/humanitarian_assistance/disaster_assistance/resources/pdf/guidelines_2004.pdf)), AND INCLUDE ALL REQUESTED INFORMATION. IF A USAID/OFDA REGIONAL ADVISOR OR OTHER USAID/OFDA FIELD REPRESENTATIVE IS WORKING WITH POST ON THE DISASTER RESPONSE, THE REGIONAL ADVISOR'S PRIOR CLEARANCE OR COMMENTS NORMALLY SHOULD BE OBTAINED. THE MISSION-ENDORSED PROPOSAL IS REVIEWED BY USAID/OFDA IN WASHINGTON AND SHARED WITH THE APPROPRIATE USAID GEOGRAPHIC BUREAU, AS NECESSARY, BEFORE THE FUNDING ACTIVITY IS APPROVED.

G. IN REVIEWING GRANT PROPOSALS, POSTS SHOULD BE MINDFUL OF USAID ACQUISITION AND ASSISTANCE POLICY DIRECTIVE (AAPD) 02-04, WHICH REFERS TO U.S. EXECUTIVE ORDERS AND LAWS THAT PROHIBIT TRANSACTIONS WITH ORGANIZATIONS ASSOCIATED WITH TERRORISM AND WHICH REQUIRES INCLUSION OF CERTAIN SPECIFIED LANGUAGE IN ALL USAID CONTRACTS AND ASSISTANCE INSTRUMENTS. IN ADDITION, POSTS SHOULD BE MINDFUL OF AAPD 04-14, WHICH REQUIRES ALL NGO RECIPIENTS OF USAID ASSISTANCE TO CERTIFY THAT THEY DO NOT PROVIDE MATERIAL SUPPORT AND RESOURCES FOR TERRORIST ACTS. IT IS

THE LEGAL RESPONSIBILITY OF THE RECIPIENT TO ENSURE COMPLIANCE WITH THESE EXECUTIVE ORDERS AND LAWS.

H. IN EXECUTING A GRANT TO AN NGO, USAID/OFDA CAN PROVIDE A MISSION FUND CITATION IF THE MISSION HAS LOCAL CONTRACTING OR GRANT AUTHORITY, OR USAID/WASHINGTON CAN CONTRACT DIRECTLY WITH THE NGO'S HEADQUARTERS. (NOTE: WHEN PROVIDING FUNDS TO A NON-USAID POST, THE COMMITMENT IS RECORDED AT USAID/WASHINGTON AND THE POST IS REQUIRED TO FORWARD THE OBLIGATING DOCUMENT TO USAID/OFDA. THE FAILURE TO PROVIDE THE OBLIGATING DOCUMENT MAY RESULT IN THE DE-OBLIGATION OF THE FUNDS. END NOTE.) USAID/OFDA WILL MONITOR AND EVALUATE THE PERFORMANCE OF USAID/OFDA-FUNDED RELIEF EFFORTS IN ACCORDANCE WITH USAID/OFDA'S GUIDELINES.

I. SECTION 2110 OF THE EMERGENCY SUPPLEMENTAL APPROPRIATIONS ACT FOR DEFENSE, THE GLOBAL WAR ON TERROR, AND TSUNAMI RELIEF, 2005, PROVIDES THAT NONE OF THE FUNDS UNDER THE HEADING INTERNATIONAL DISASTER AND FAMINE ASSISTANCE MAY BE OBLIGATED TO AN ORGANIZATION THAT FAILS TO ADOPT A CODE OF CONDUCT THAT PROVIDES FOR THE PROTECTION OF BENEFICIARIES OF ASSISTANCE UNDER SUCH HEADING FROM SEXUAL EXPLOITATION AND ABUSE IN HUMANITARIAN RELIEF OPERATIONS. THIS PROVISION APPLIES TO FUNDS OBLIGATED FOR FY 2005 AND FOR SUBSEQUENT FISCAL YEARS. TO THIS END, THE FOLLOWING SHOULD BE INCLUDED IN ALL IDFA-FUNDED AWARDS: "CODE OF CONDUCT FOR THE PROTECTION OF BENEFICIARIES OF ASSISTANCE FROM SEXUAL EXPLOITATION AND ABUSE IN HUMANITARIAN RELIEF OPERATIONS:

-- AS A CONDITION FOR THIS AWARD, THE RECIPIENT CERTIFIES THAT IT HAS ADOPTED A CODE OF CONDUCT FOR THE PROTECTION OF BENEFICIARIES OF ASSISTANCE FROM SEXUAL EXPLOITATION AND ABUSE IN HUMANITARIAN RELIEF OPERATIONS. SUCH CODE OF CONDUCT MUST BE CONSISTENT WITH THE INTER-AGENCY STANDING COMMITTEE (IASC) TASK FORCE ON PROTECTION FROM SEXUAL EXPLOITATION AND ABUSE IN HUMANITARIAN CRISES, WHICH INCLUDES THE FOLLOWING CORE RINCIPLES:

-- SEXUAL EXPLOITATION AND ABUSE BY HUMANITARIAN WORKERS CONSTITUTE ACTS OF GROSS MISCONDUCT AND ARE THEREFORE GROUNDS FOR TERMINATION OF EMPLOYMENT;

-- SEXUAL ACTIVITY WITH CHILDREN (PERSONS UNDER THE AGE OF 18) IS PROHIBITED REGARDLESS OF THE AGE OF MAJORITY OR AGE OF CONSENT LOCALLY. MISTAKEN BELIEF IN THE AGE OF A CHILD IS NOT A DEFENSE;

-- EXCHANGE OF MONEY, EMPLOYMENT, GOODS, OR SERVICES FOR SEX, INCLUDING SEXUAL FAVORS OR OTHER FORMS OF HUMILIATING, DEGRADING, OR EXPLOITATIVE BEHAVIOR IS PROHIBITED. THIS INCLUDES EXCHANGE OF ASSISTANCE THAT IS DUE TO BENEFICIARIES.

-- SEXUAL RELATIONSHIPS BETWEEN HUMANITARIAN WORKERS AND BENEFICIARIES ARE STRONGLY DISCOURAGED SINCE THEY ARE BASED ON INHERENTLY UNEQUAL POWER DYNAMICS. SUCH RELATIONSHIPS UNDERMINE THE CREDIBILITY AND INTEGRITY OF HUMANITARIAN AID WORK.

-- WHERE A HUMANITARIAN WORKER DEVELOPS CONCERNS OR SUSPICIONS REGARDING SEXUAL ABUSE OR EXPLOITATION BY A FELLOW WORKER,



WHETHER IN THE SAME HUMANITARIAN AID AGENCY OR NOT, S/HE MUST REPORT SUCH CONCERNS VIA ESTABLISHED AGENCY REPORTING MECHANISMS.

-- HUMANITARIAN WORKERS ARE OBLIGED TO CREATE AND MAINTAIN AN ENVIRONMENT WHICH PREVENTS SEXUAL EXPLOITATION AND ABUSE AND PROMOTES THE IMPLEMENTATION OF THEIR CODE OF CONDUCT. MANAGERS AT ALL LEVELS HAVE PARTICULAR RESPONSIBILITIES TO SUPPORT AND DEVELOP SYSTEMS WHICH MAINTAIN THIS ENVIRONMENT."

---

USAID/OFDA SECTOR-SPECIFIC ASSISTANCE

---

15. USAID/OFDA SEEKS TO APPLY A "PROTECTION MINDSET" TO ITS PLANNING, ASSESSMENTS, STRATEGIES, MONITORING, AND EVALUATION OF ASSISTANCE PROGRAMS. AT A MINIMUM, THE GOAL IS TO ENSURE THAT ASSISTANCE PROGRAMS "DO NO HARM." IN SOME SITUATIONS, WELL DESIGNED AND IMPLEMENTED ASSISTANCE PROGRAMS CAN MITIGATE OR PREVENT PROTECTION PROBLEMS SUCH AS VIOLENCE, ABUSE, THEFT, HARASSMENT, OR EXPLOITATION OF VULNERABLE INDIVIDUALS. USAID/OFDA-FUNDED PROTECTION INITIATIVES SHOULD BE ADAPTED TO THE CONTEXT OF THE DISASTER AND INCORPORATED WITHIN USAID/OFDA'S MAIN RESPONSE SECTORS. USAID/OFDA MAY PROVIDE ASSISTANCE, IN ADDITION TO PERFORMING OR SUPPORTING ASSESSMENTS, INCLUDING BUT NOT LIMITED TO THE FOLLOWING SECTORS:

A. SHELTER: USAID/OFDA CAN PROVIDE EMERGENCY SHELTER SUPPLIES OR SUPPORT THE LOCAL PURCHASE OF SHELTER MATERIALS, IF NEEDED. WHEN AND WHERE POSSIBLE, (AND SUBJECT TO "BUY AMERICA" REQUIREMENTS) USAID/OFDA PROMOTES THE USE OF LOCAL MATERIALS AND LABOR, WHICH OFTEN RESULTS IN LOCALLY-ACCEPTABLE EMERGENCY SHELTER SOLUTIONS AND NEEDED EMPLOYMENT GENERATION. IN ADDITION, USAID/OFDA PROMOTES SHELTER SOLUTIONS THAT MITIGATE THE EFFECTS OF NATURAL HAZARDS SUCH AS EARTHQUAKES OR FLOODS. USAID/OFDA SHELTER RESPONSES MIGHT INCLUDE SUPPORT OF HOST/GUEST FAMILY ARRANGEMENTS, PROVISION OF MATERIALS TO SUPPORT MINIMAL REPAIRS TO DAMAGED/DESTROYED HOUSING, OR SUPPORT OF TRANSITIONAL SOLUTIONS THAT LINK RELIEF AND RECONSTRUCTION, THEREBY "JUMP-STARTING" THE LONGER-TERM PROCESS OF INCREMENTAL SHELTER DEVELOPMENT. BECAUSE USAID/OFDA DOES NOT ENCOURAGE THE ESTABLISHMENT OF TENT CAMPS FOR PUBLIC HEALTH, ENVIRONMENTAL, SOCIAL, AND ECONOMIC REASONS, TENTS WILL BE PROVIDED ONLY IN RARE CIRCUMSTANCES, AND PRIMARILY AS PART OF NON-CAMP SHELTER RESPONSES.

B. WATER: USAID/OFDA RECOGNIZES THE CRITICAL ROLE WATER QUALITY AND QUANTITY PLAYS IN THE HEALTH AND SURVIVAL OF AFFECTED POPULATIONS. USAID/OFDA MAY FUND ACTIVITIES SUCH AS THE PROVISION OF POTABLE WATER THROUGH WELL AND SPRING DEVELOPMENT, WELL REHABILITATION, RAINWATER COLLECTION, EXTENSION OF EXISTING WATER SYSTEMS, AND SUPPORT TO COMMUNITY OPERATION AND MAINTENANCE ORGANIZATIONS. USAID/OFDA CAN ALSO PROVIDE 10-LITER COLLAPSIBLE WATER CONTAINERS, LARGE-CAPACITY WATER BLADDERS, AND PORTABLE WATER PURIFICATION UNITS. HEALTH EDUCATION IN RELATION TO THE PREVENTION OF WATERBORNE DISEASES IS ALSO SUPPORTED.

C. SANITATION: USAID/OFDA RECOGNIZES THE IMPORTANCE OF ADDRESSING SANITATION AND HYGIENE ISSUES DURING AN EMERGENCY. TO THAT EFFECT, USAID/OFDA MAY FUND ACTIVITIES RELATED TO THE PROVISION OF SANITATION FACILITIES AND THE PROMOTION OF SOUND HYGIENE PRACTICES IN CONJUNCTION WITH WATER SUPPLY INTERVENTIONS. USAID/OFDA MAY ALSO FUND ACTIVITIES SUCH AS LATRINE CONSTRUCTION, SOLID WASTE MANAGEMENT, AND HYGIENE TRAINING.

D. HEALTH: USAID/OFDA GENERALLY PROVIDES FUNDING FOR PRIMARY HEALTH PROGRAMS THAT ADDRESS TREATMENT, AS WELL AS HEALTH PROMOTION AND DISEASE PREVENTION OF ACUTE DISEASE CONDITIONS. THESE INTERVENTIONS CAN INCLUDE IMMUNIZATION CAMPAIGNS AND THE RESTARTING OF ROUTINE VACCINATION PROGRAMS, TREATMENT AND SURVEILLANCE OF COMMUNICABLE DISEASES, ORAL REHYDRATION THERAPY (ORT), TRAINING OF HEALTH CARE WORKERS, EMERGENCY OBSTETRIC CARE, ETC. MEDICAL SUPPLIES AND ESSENTIAL DRUGS NEEDED TO SUPPORT THE EMERGENCY HEALTH PROGRAMS WILL BE FUNDED IF THEY COME FROM USAID-APPROVED SOURCES. USAID/OFDA ALSO FUNDS THE REHABILITATION OF CLINICS DAMAGED BY EMERGENCIES BUT WILL GENERALLY NOT FUND THE RECONSTRUCTION OF HOSPITALS.

E. NUTRITION: USAID/OFDA FUNDS EMERGENCY NUTRITION PROGRAMS INCLUDING SUPPLEMENTARY FEEDING PROGRAMS (SFP) AND COMMUNITY-BASED THERAPEUTIC CARE (CTC) IN ORDER TO ADDRESS ACUTE MALNUTRITION, MEASURED BY WEIGHT FOR HEIGHT. USAID/OFDA ALSO SUPPORTS THE INTERNATIONAL OR LOCAL PURCHASE, AS APPROPRIATE, OF NUTRITIONAL PRODUCTS NEEDED IN THE TREATMENT OF SEVERELY MALNOURISHED POPULATIONS. FURTHERMORE, USAID/OFDA WILL SUPPORT NUTRITIONAL SURVEYS AND SURVEILLANCE PROGRAMS AND THE TRAINING OF HEALTH STAFF IN THE MANAGEMENT OF MALNUTRITION.

F. FOOD: THE USG'S FOOD PROGRAMS ARE ADMINISTERED BY USAID'S OFFICE OF FOOD FOR PEACE (USAID/FFP) AND THE U.S. DEPARTMENT OF AGRICULTURE'S FOREIGN AGRICULTURAL SERVICE (USDA/FAS). INFORMATION ABOUT THESE PROGRAMS IS AVAILABLE AT [WWW.USAID.GOV/OUR\\_WORK/HUMANITARIAN\\_ASSISTANCE/FFP/](http://WWW.USAID.GOV/OUR_WORK/HUMANITARIAN_ASSISTANCE/FFP/) AND [WWW.FAS.USDA.GOV](http://WWW.FAS.USDA.GOV) WEBSITES. USAID/OFDA NORMALLY DOES NOT PROVIDE DIRECT EMERGENCY FOOD AID. HOWEVER, IN SITUATIONS WHERE THERE IS NO USAID/FFP FOOD AID IN THE PIPELINE AND THE SITUATION IS DIRE, USAID/OFDA MAY PROVIDE FUNDS TO POSTS TO PURCHASE EMERGENCY FOOD SUPPLIES LOCALLY AND/OR FUND EMERGENCY INTERNAL PURCHASE PROGRAMS FOR A LIMITED DURATION UNTIL OTHER SOURCES ARE IDENTIFIED. USAID/OFDA MAY ALSO PURCHASE BLENDED FOODS FOR SUPPLEMENTARY OR THERAPEUTIC FEEDING PROGRAMS.

G. AGRICULTURE AND LIVESTOCK: USAID/OFDA CAN SUPPORT THE DISTRIBUTION OF SEEDS AND TOOLS TO SUBSISTENCE FARMERS THROUGH A VARIETY OF MECHANISMS, DEPENDING ON THE TYPE OF DISASTER. SEED PROGRAMS SHOULD BE TAILORED TO THE SITUATION. FOR EXAMPLE, SEED FAIR AND VOUCHER PROGRAMS MAY BE MOST APPROPRIATE WHEN MARKET ACCESS IS AN ISSUE, WHILE LACK OF AVAILABLE SEED MAY BE ADDRESSED THROUGH PROGRAMS THAT DIRECTLY DISTRIBUTE PROCURED SEED TO FARMERS. USAID/OFDA MAY ALSO CONSIDER FUNDING EMERGENCY RESTOCKING, ANIMAL HEALTH PROGRAMS, OR FEEDING OF LIVESTOCK IN PROLONGED DROUGHT SITUATIONS, BUT WILL NOT FUND ANIMAL RESTOCKING AS AN EMERGENCY RESPONSE.

H. MOST VULNERABLE POPULATIONS: USAID/OFDA RECOGNIZES THE IMPORTANCE OF IDENTIFYING AND ADDRESSING THE NEEDS OF POPULATIONS MOST AT RISK. MOST VULNERABLE POPULATIONS CAN INCLUDE WOMEN, CHILDREN, OLDER PEOPLE, DISABLED PEOPLE, PEOPLE LIVING WITH HIV/AIDS, AND DISPLACED PEOPLE. DEPENDING ON THE PARTICULAR CONTEXT, A PERSON'S ETHNIC ORIGIN, RELIGION, OR OTHER DISTINGUISHING CHARACTERISTIC MAY INCREASE HIS/HER VULNERABILITY TO POTENTIALLY DANGEROUS CIRCUMSTANCES. WHEN AND WHERE POSSIBLE, USAID/OFDA SHOULD IDENTIFY THE NATURE AND CHARACTERISTICS OF THE MOST VULNERABLE POPULATIONS, DETERMINE THEIR NEEDS AND CAPACITIES, AND LIMIT THE HARMFUL MECHANISMS THESE GROUPS ARE FORCED TO ENGAGE IN, INCLUDE POPULATIONS MOST AT RISK IN IMPORTANT DECISION-MAKING PROCESSES, THUS EMPOWERING THESE GROUPS IN SUPPORT OF THEIR OWN PROTECTION, AND HIGHLIGHT PROGRAMMING AND IMPLEMENTATION ASPECTS THAT MAY AGGRAVATE THE SITUATION ON THE GROUND, THUS INCREASING THE POPULATION'S VULNERABILITIES AND RISKS.

I. OTHER: USAID/OFDA CAN SUPPORT A WIDE RANGE OF HUMANITARIAN ACTIVITIES INCLUDING TECHNICAL ASSISTANCE SUPPORT FOR DONOR COORDINATION UNITS; URBAN SEARCH AND RESCUE EFFORTS; PROJECTS THAT SUPPORT LIVELIHOODS; CHEMICAL, BIOLOGICAL, RADIOLOGICAL, NUCLEAR, AND EXPLOSIVE (CBRNE) ASSESSMENT AND RESPONSE, DEPENDING ON THE SCOPE OF THE DISASTER; AND FOOD MONITORING AND SURVEILLANCE. USAID/OFDA ENCOURAGES MISSIONS TO PROMOTE DONOR COORDINATION AND HOST GOVERNMENT COORDINATION GROUPS WHERE NONE EXIST. USAID/OFDA WILL CO-FINANCE EMERGENCY PROGRAMS WITH OTHER DONORS WHEN NEEDED. THE OFFICE OF MILITARY AFFAIRS HAS BEEN CREATED IN THE DCHA BUREAU TO COORDINATE WITH THE U.S ARMED FORCES.

-----  
ACCOUNTABILITY  
-----

16. DISASTER ASSISTANCE IS SUBJECT TO THE SAME AUDIT OVERSIGHT AS OTHER FORMS OF AID. GRANT RECIPIENTS AND CONTRACTORS ARE ACCOUNTABLE FOR FUNDS, SUPPLIES, MATERIALS, AND EQUIPMENT IN ACCORDANCE WITH THE TERMS OF THEIR GRANTS AND CONTRACTS. INTERNATIONAL DISASTER ASSISTANCE LEGISLATION CONTAINS A "NOTWITHSTANDING" CLAUSE ENABLING GOODS AND SERVICES TO BE PROCURED OUTSIDE THE STANDARD USG AND USAID PROCEDURES DURING EMERGENCIES. POSTS SHOULD, NEVERTHELESS, VERIFY THAT CONTRACTORS AND GRANTEES ARE RESPONSIBLE AND THAT GOODS AND SERVICES ARE REASONABLY PRICED. USAID MISSIONS IN RECIPIENT COUNTRIES ARE RESPONSIBLE FOR MONITORING GRANTEE AND CONTRACTOR PROGRAMS, INCLUDING DISASTER FUNDS DISBURSEMENT AND ACCOUNTING. ANY QUESTIONS REGARDING THE NOTWITHSTANDING CLAUSE CAN BE DIRECTED TO THE USAID ASSISTANT GENERAL COUNSEL/DCHA OR THE REGIONAL LEGAL ADVISOR.

-----  
DONATIONS GUIDANCE  
-----

17. USAID HAS DEVELOPED A DONATIONS MESSAGE BASED ON YEARS OF EXPERIENCE BY THE INTERNATIONAL HUMANITARIAN COMMUNITY IN DEALING WITH THE PUBLIC'S RESPONSE TO OVERSEAS DISASTERS. MEMBERS OF THE PUBLIC OFTEN RESPOND TO DISASTERS BY SPONTANEOUSLY COLLECTING COMMODITIES OR OFFERING UNTRAINED VOLUNTEER SERVICES, BOTH OF WHICH CAN SERIOUSLY HAMPER RELIEF EFFORTS. PAST EXPERIENCE HAS ALSO DEMONSTRATED THAT PUBLIC STATEMENTS FROM USG OFFICIALS CONCERNING HUMANITARIAN AID ARE OFTEN MISINTERPRETED AS GENERAL PLEAS FOR ANY TYPE OF ASSISTANCE, INCLUDING COMMODITIES AND VOLUNTEERS. THE MESSAGE BELOW IS THEREFORE DESIGNED TO INFORM THE PUBLIC ABOUT THE MOST EFFECTIVE AND APPROPRIATE WAYS THEY CAN SUPPORT HUMANITARIAN ACTIVITIES. THE U.S. EMBASSY OR USAID MISSION CAN ASSIST WITH THESE EFFORTS BY RECOMMENDING THE USE OF THIS MESSAGE IN ANY PUBLIC STATEMENTS:

A. THE MOST EFFECTIVE WAY THE AMERICAN PUBLIC CAN ASSIST RELIEF EFFORTS IS BY MAKING CASH CONTRIBUTIONS TO HUMANITARIAN ORGANIZATIONS THAT ARE CONDUCTING RELIEF OPERATIONS. INFORMATION ON IDENTIFYING HUMANITARIAN ORGANIZATIONS THAT ARE ACCEPTING CASH DONATIONS IS AVAILABLE ON USAID'S WEBSITE ([WWW.USAID.GOV](http://WWW.USAID.GOV) - KEYWORD: DONATIONS) AND AT THE CENTER FOR INTERNATIONAL DISASTER INFORMATION (CIDI) - [WWW.CIDI.ORG](http://WWW.CIDI.ORG) OR 703-276-1914.

B. IT IS A COMMON MISPERCEPTION AMONG THE PUBLIC THAT ALL TYPES OF ASSISTANCE ARE NEEDED IMMEDIATELY FOLLOWING A DISASTER. THIS OFTEN LEADS TO SPONTANEOUS COLLECTIONS OF UNSOLICITED COMMODITIES AND OFFERS OF VOLUNTEER SERVICES, WHICH CAN IMPEDE RELIEF EFFORTS. THEREFORE, THE USG ENCOURAGES THOSE WHO WISH TO HELP TO MAKE A CASH DONATION TO THE HUMANITARIAN ORGANIZATION OF THEIR CHOICE. CASH DONATIONS ALLOW DISASTER RELIEF PROFESSIONALS TO PROCURE THE EXACT COMMODITIES NEEDED (OFTEN LOCALLY IN THE AFFECTED COUNTY); REDUCE THE BURDEN ON RESOURCES THAT TEND TO BE SCARCE IN DISASTER SETTINGS (SUCH AS TRANSPORTATION ROUTES, STAFF TIME, WAREHOUSE SPACE, ETC); CAN BE TRANSFERRED VERY QUICKLY WITHOUT TRANSPORTATION COSTS (WHICH OFTEN OUTWEIGH THE VALUE OF THE DONATED COMMODITIES); SUPPORT THE ECONOMY OF THE DISASTER-STRICKEN REGION; AND ENSURE CULTURALLY, DIETARY, AND ENVIRONMENTALLY APPROPRIATE ASSISTANCE.

18. THE DENTON AMENDMENT (SECTION 402, TITLE 10 USC) AUTHORIZES THE SECRETARY OF DEFENSE TO TRANSPORT PRIVATELY DONATED HUMANITARIAN ASSISTANCE SUPPLIES ON A SPACE AVAILABLE BASIS. IN GENERAL, SUCH TRANSPORTATION OCCURS DURING THE RECOVERY AND RECONSTRUCTION PHASE, RATHER THAN DURING THE RELIEF PHASE. USAID GENERALLY DOES NOT VIEW SPACE-AVAILABLE MILITARY TRANSPORTATION OF PRIVATELY DONATED GOODS AS AN APPROPRIATE MEANS OF DISASTER RESPONSE DURING THE INITIAL PHASE OF A DISASTER. THIS IS DUE TO THE LONG LIST OF REVIEWS AND ADMINISTRATIVE ACTIONS REQUIRED FOR EACH REQUEST THAT PRECLUDES RAPID SHIPMENTS OF SUPPLIES. ADDITIONAL INFORMATION ABOUT THE DENTON PROGRAM CAN BE ACCESSED AT THE FOLLOWING WEBSITE: [WWW.DENTONFUNDED.COM](http://WWW.DENTONFUNDED.COM).

19. FOR QUESTIONS ON DONATIONS ISSUES, CONTACT TONY STITT, USAID/OFDA, AT 202-712-0557 OR SUZANNE BROOKS, CIDI, AT 703-243-8900, EXT 22. PLEASE DO NOT RELEASE THESE PHONE NUMBERS. CONTACT INFORMATION FOR DISSEMINATION TO THE GENERAL PUBLIC IS INCLUDED IN PARAGRAPH 17A.

-----  
USAID/OFDA REGIONAL OFFICES  
-----

20. USAID/OFDA REGIONAL ADVISORS: USAID/OFDA MAINTAINS REGIONAL OFFICES IN SEVERAL LOCATIONS WORLDWIDE TO ASSIST IN RESPONDING TO DISASTERS AND TO DEVELOP RISK MANAGEMENT STRATEGIES. USAID/OFDA/WASHINGTON STRONGLY ADVISES POSTS, ESPECIALLY MDROS, TO MAINTAIN REGULAR COMMUNICATION WITH THE USAID/OFDA REGIONAL ADVISORS. REGIONAL ADVISORS ARE AVAILABLE TO VISIT POSTS AND PERFORM EMERGENCY DISASTER ASSESSMENTS UPON REQUEST. USAID/OFDA REGIONAL ADVISORS SHOULD BE THE FIRST POINT OF CONTACT IF A USAID/OFDA REGIONAL OFFICE EXISTS IN THE REGION. THE FOLLOWING SIX PARAGRAPHS IDENTIFY THE LOCATION AND CONTACT INFORMATION FOR THE VARIOUS USAID/OFDA REGIONAL OFFICES AND SUB-OFFICES.

A. EAST AND CENTRAL AFRICA: MR. JACK MYER IS USAID/OFDA'S PRINCIPAL REGIONAL ADVISOR FOR EAST AND CENTRAL AFRICA IN NAIROBI, KENYA. ADDITIONAL REGIONAL ADVISORS FOR EAST AND CENTRAL AFRICA ARE MR. ALAN DWYER AND MS. GEORGIANNA PLATT. USAID/OFDA'S EAST AND CENTRAL AFRICA REGIONAL OFFICE CAN BE REACHED AT 254-20-862-2000.

B. SOUTHERN AFRICA: MR. HARLAN HALE IS USAID/OFDA'S PRINCIPAL REGIONAL ADVISOR FOR SOUTHERN AFRICA IN PRETORIA, SOUTH AFRICA. ADDITIONAL REGIONAL ADVISORS FOR SOUTHERN AFRICA ARE MS. AMY SINK AND THE FOOD SECURITY TECHNICAL ADVISOR FOR AFRICA, MR. DAVID CHIKODZORE. USAID/OFDA'S SOUTHERN AFRICA OFFICE CAN BE REACHED AT 27-12-452-2000.

C. WEST AND NORTH AFRICA: MS. REGINA DAVIS IS USAID/OFDA'S PRINCIPAL REGIONAL ADVISOR FOR WEST AFRICA IN DAKAR, SENEGAL. THE OFFICE IS ALSO STAFFED WITH ONE ADDITIONAL REGIONAL ADVISOR, JOHN SCICCHITANO. USAID/OFDA'S WEST AFRICA OFFICE CAN BE REACHED AT 221-869-6164.

D. ASIA AND THE PACIFIC: MR. TOM DOLAN IS USAID/OFDA'S ASIA AND PACIFIC SENIOR REGIONAL ADVISOR IN BANGKOK, THAILAND. THE OFFICE IS ALSO STAFFED WITH ONE ADDITIONAL REGIONAL ADVISOR, ROBERT BARTON. THE ASIA AND THE PACIFIC OFFICE CAN BE REACHED AT 66-2-263-7461. ADDITIONAL ASIA REGIONAL ADVISORS, MR. WILLIAM BERGER AND MS. REBECCA SCHEURER, ARE BASED IN KATHMANDU, NEPAL, AND CAN BE REACHED AT 977-1-427-0144.

E. LATIN AMERICA AND THE CARIBBEAN: MR. TIM CALLAGHAN IS USAID/OFDA'S SENIOR REGIONAL ADVISOR FOR LATIN AMERICA AND THE CARIBBEAN (LAC) IN SAN JOSE, COSTA RICA. OTHER LAC REGIONAL ADVISORS ARE MR. RENE CARRILLO, MR. PHIL GELMAN, AND MR. SIDNEY

VELADO. THEY MAY BE REACHED AT 506-296-3554 OR AT 506-231-6805. AN ADDITIONAL LAC REGIONAL ADVISOR, MS. JULIE LEONARD, IS BASED IN BRIDGETOWN, BARBADOS AND CAN BE REACHED AT 246-228-8584.

F. EUROPE, THE MIDDLE EAST, AND CENTRAL ASIA: MR. ROB ANDREW IS THE REGIONAL ADVISOR FOR EUROPE, THE MIDDLE EAST, AND CENTRAL ASIA BASED IN WASHINGTON, D.C. MR. ANDREW CAN BE REACHED AT 202-712-4419.

-----  
USAID/OFDA WASHINGTON CONTACTS  
-----

21. ALL REQUESTS FOR FUNDS, SITUATION REPORTS, AND OTHER INFORMATION SHOULD BE DIRECTED TO USAID/OFDA/WASHINGTON STAFF: MR. IAN MACNAIRN: 202-712-5811 (EAST AND CENTRAL AFRICA); MR. DAVID LILLIE 202-712-1091(SUDAN); MR. CHRIS PRATT: 202-712-5493 (SOUTHERN, WEST, AND NORTH AFRICA); MR. ROB THAYER: 202-712-1257 (ASIA AND THE PACIFIC/LATIN AMERICA AND THE CARIBBEAN); AND MS. CHRISTINE GOTTSCHALK: 202-712-1015 (EUROPE, THE MIDDLE EAST, AND CENTRAL ASIA). IF THE REGIONAL COORDINATOR IS NOT AVAILABLE, AN ALTERNATIVE CONTACT IS MR. MICHAEL MARX, USAID/OFDA'S DISASTER RESPONSE TEAM LEADER. MR. MARX CAN BE CONTACTED AT 202-712-0853. CONTACT INFORMATION IS REGULARLY UPDATED ON USAID/OFDA'S WEBSITE [HTTP://WWW.USAID.GOV/OUR\\_WORK/HUMANITARIAN\\_ASSISTANCE/DISASTER\\_ASSISTANCE/DIRECTORY/INDEX.HTML](http://www.usaid.gov/our_work/humanitarian_assistance/disaster_assistance/directory/index.html). THE NAME AND CONTACT INFORMATION OF THE APPROPRIATE REGIONAL COORDINATOR OR OTHER DESIGNATED TEAM MEMBER WILL BE INCLUDED IN USAID/OFDA'S CABLE RESPONSE TO THE DISASTER DECLARATION. MISSIONS/EMBASSIES ALSO MAY CALL USAID/OFDA AT 202-712-0400 DURING DAYTIME HOURS (0800-1700 HOURS LOCAL TIME) IN WASHINGTON, D.C. AFTER BUSINESS HOURS, EVENINGS, WEEKENDS, AND HOLIDAYS, THE USAID/OFDA DUTY OFFICER MAY BE CONTACTED BY PHONE AT 202-253-4540 OR BY PAGER AT 888-898-9592. ALTERNATIVELY, THE USAID/OFDA DUTY OFFICER MAY BE REACHED BY CALLING THE STATE DEPARTMENT'S OPERATIONS CENTER AT 202-647-1512. USAID/OFDA'S FAX NUMBERS ARE 202-216-3706/3707.

RICE

UNCLASSIFIED